
APPENDIX A

DATA VALIDATIONS FOR ACRES DATA ENTRY

This document provides a brief summary of the data validations within ACRES to ensure consistency during data entry and to improve data quality. Most data validations are enforced on the Review & Submit screen in ACRES. Any data element not passing validations will be listed at the top of the Review & Submit screen.

Grant Profile Data Entry

Below is a list of data entry validations on the grant profile screens. This is not an exhaustive list of all the validations in ACRES, rather a summary of the validations that users will encounter most frequently.

Recipient Award

- Award date must be the same as or later than the announce date.

Grant Contacts

- At least one “EPA Brownfields Team” contact and one “Grant Recipient” contact must be associated with the grant.

Community & Demographic

- Area population must be greater than or equal to the target population.

Funding

- Project Period Start Date cannot be later than the Project Period Completion Date.

Property Data Entry

Below is a list of data entry validations on the property profile screens. This is not an exhaustive list of all the validations in ACRES, rather a summary of the validations that users will encounter most frequently.

Property Background

- The “Date of Form” field is not editable once the data entry specialist has saved changes to the screen. The “Date of Form” cannot be greater than the current date.
- The “Is Cleanup Required?” field is not editable by the data entry specialist after the user saves a “NO” value for this field.
- The Predominant Past Uses cannot total a value greater than the property size.

Environmental Assessment

- The data entry specialist cannot enter any dates that are greater than the current date.
- The environmental assessment activity start date must be prior to the completion date.

Environmental Cleanup

- The “Are Institutional Controls Required?” selection is not editable by the data entry specialist after the user saves the data on this screen.
- Dates that are later than the current date cannot be entered.
- The cleanup activity start date must be prior to the completion date.
- The Acres Cleaned Up cannot total to a value greater than the property size.

Redevelopment and Other Leveraged Accomplishments

- Dates that are later than the current date cannot be entered.